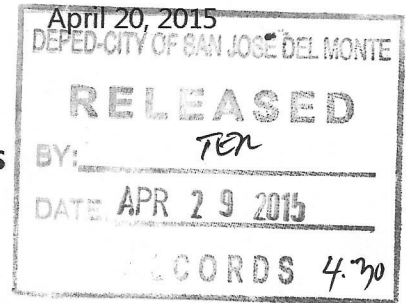




Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region III
DIVISION OF CITY SCHOOLS
 City of San Jose del Monte



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DIVISION MEMORANDUM

No. 71 s. 2015

SCHEDULE OF RANKING FOR OPEN POSITIONS

To: Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Principals / OICs
 All Others Concerned

1. This is to announce the conduct of the Open Ranking on Wednesday, May 13, 2015, following the schedule below :

Position	Time	Venue
Master Teacher I Secondary – MAPEH	9:30 a.m.	Sapang Palay National High School
Master Teacher I Secondary – Science	10:30 a.m.	Sapang Palay National High School
Master Teacher I Elementary	2:00 p.m.	SDO Conference Room
Elementary School Principal III	3:00 p.m.	SDO Conference Room

2. Qualified candidates for Master Teacher I are Teacher III who had been in the position for the last three (3) rating periods with demo teaching in the district/ division and 18 M.A. units or its equivalent. For Elementary School Principal III, qualified candidates must have at least two (2) years experience as Elementary School Principal with Bachelor’s Degree in Elementary Education or Bachelor’s degree with 18 professional education units plus 6 units of Management and forty (40) hours of relevant training.
3. Candidates must submit a photocopy of the following documents on Friday, May 08, 2015 for pre-evaluation and original copy on the day of the open ranking:
 - a. Application Letter
 - b. Updated Personal Data Sheet
 - c. Approved appointment of the incumbent
 - d. Service Record / Designation
 - e. Proofs of Outstanding Accomplishments
 - f. Transcript of Records (Masteral or Doctoral Degree)
 - g. Certificates of Seminars/Training attended
4. All documents must be arranged and labeled according to the criteria in MEC Order No. 10 s. 1979 for Master Teacher I and DepEd Order No. 42 s. 2007 for Elementary School Principal III.
5. Immediate and wide dissemination of this memorandum is desired.

Germelina H. Pascual
GERMELINA H. PASCUAL
 Schools Division Superintendent

